

W/2/91

## FEDERAL CITY PERFORMING ARTS ASSOCIATION

### BOARD OF DIRECTORS MEETING

~~Friday~~ Saturday, August 16, 1991  
Holiday Inn Crowne Plaza

### MINUTES

Present: Directors: Brayton, Dorr, Gibb, Kranick, McClelland, Moore, Padgett, Resnick, Rogers, Streit.

Absent: Shaw

← Staff: Buhrman, Kaufman, Korpon, Rivard, Skillman.

The meeting was called to order at 7:33 p.m.

#### Secretary's Report:

Minutes of the Management Conference and the Board Meeting of 7/20/91 were presented. The minutes of the Management Conference were approved as written. Brayton moved for approval. Second: McClelland. Approved.

There were several corrections and additions to the minutes of the Board Meeting. Padgett moved for approval as corrected. Second: Kranick. Approved.

#### President's Report: (See attached written report)

Resnick reported that the arrangements are nearly complete for rental of New York Avenue Presbyterian Church for rehearsal space for the 91-92 year. IRS forms will be filed in the next few days. We have been granted a 13-week extension. Issue of extent of GMCW involvement in the AIDS Walk-a-thon will be deferred to New Business for action.

#### Treasurer's Report:

McClelland reported that he is working on closing out Fiscal 91. He is working with an auditor to arrange for an audit. There is about \$2000 in dues outstanding plus money for tickets and tapes. After reconciling bank statements, he has found a \$3,588.67 discrepancy. The check for \$5000.00 from the DC Arts Commission has not yet been received. He reported that at the end of Fiscal 91 we have \$85,524.28 in investments. This includes a bequest of \$10,000 received this last year from the estate of Tom Roeder. There was \$3,086.19 in interest income from investments.

McClelland distributed revised copies of the 1991/92 GMCW Budget. There was discussion regarding the changes since the last meeting. There was some discussion as to how tapes of concerts are to be handled. McClelland asked that we let the figures stand as is. The issue was raised as to how GALA funds were to be handled. McClelland wants to handle them as a separate item apart from the budget since they are not a recurring item, but a special item.

Gibb noted that the budget should not be viewed as an authorization to send.

**Motion:** To accept the budget as presented as a working document with a mid-term review in January. McClelland moved. Second: Gibb.

Brayton noted what a pleasure it was to read this budget. There was general agreement to this point with much thanks to McClelland.

The question was called. Motion carried.

## COMMITTEE REPORTS

1. **Music Department** -- Buhrman reported. (Holloway away at reunion). Christmas has been reprogrammed due to projected costs and efforts to pull off original proposal. The April program is moving along. Music has been selected and will be presented to the Repertoire Advisory Committee. The retreat has been moved to October 25-27 at Camp Glyndon. Estimated costs will be \$45.00 per person. Because of the Camp's schedule, we need to vacate by 1:00 p.m. on Sunday.
2. **Publicity** -- Kaufman reported. A group met on 8/6 to plan publicity for the coming season. They have decided not to issue Chorus Call as a season brochure. They expect to put out the first issue in October. There was not enough time to sell advertising and meet the deadline for getting the season ticket information out soon. Kaufman presented his concept for a poster/brochure. He expects to have distribution by the second week in September. The Board was supportive of his concept and direction.
3. **Development** -- Skillman reported. (cf attached "Tentative Development Plan" and material on proposed fund raiser) Skillman, with assistance of Gibb, have explored having a benefit of The Women, presented by Studio Theatre.

**Motion:** That we hold a benefit at the Studio Theatre's production of "The Women" on November 15, 1991 at 8:00 p.m. and charge \$40.00 per ticket. Gibb moved. Second: Moore.

**Discussion:** There was general approval to up the price to \$50.00 per ticket. Gibb and Moore accepted this suggestion as a friendly amendment. It was noted that this night conflicts with the scheduled board meeting. The question was called. Motion, as amended, carried.

Skillman introduced a brief survey that he wants Board members to complete and return to him. He would also like members to list businesses where they regularly shop.

4. **Membership** -- Streit reported. The committee has planned a social event, a night of bowling for chorus members & Capital Club for either Saturday Sept. 28th or October 5th. It will be at an bowling center in Silver Spring, from 7:00 to 10:00 p.m.. It will include 3 lanes of bowling and a cold buffet for \$15.00. He has estimated 60-100 will participate. After discussion it was agreed that October 5th would be a better night due to the AIDS Walk-a-thon on the 28th.

**Motion:** That we set up a social function for October 5, 1991, for a bowling night as presented by the Membership Committee. Motion: Streit. Second: Brayton. Motion Carried.

Streit indicated he will move to book that night.

Martin Murray as doing "Hot Notes". The next issue will be September 15th. There was some concern expressed that the Support Staff did not get the summer mailing since it was focused on those who would be auditioning.

Auditions are ready to begin. There will be ads in both the Post and the Blade

5. **Production** -- Korpon reported. We need to look at getting permanent storage space for the risers at NYAPC. Eric is concerned about mail for production staff. Resnick reported on new mail distribution procedures. There are file folders on the window ledge in the office where mail will be put.
6. **GALA** -- Moore reported. (cf. attached report). He has booked 40 quads in the Executive Towers, the headquarters hotel and located directly across the street from the performance space. Cost is estimated at \$77/night + tax. The consensus was that he should plan on using United for air travel and wash the free tickets into the total.
7. **Merchandising** -- Padgett reported. He is exploring getting a new T-shirt developed.

Because of the hour, the Board agreed to table the remaining reports until the next meeting.

## OLD BUSINESS

We have not heard anything official about the AIDS service at the Washington Cathedral in October. There is a sense that some formal invitation will be coming.

## NEW BUSINESS

Regarding the involvement of GMCW in the September 28th AIDS Walk-a-thon, there was some reluctance to assume a major organizing role as requested by Marte Birnbaum of Whitman Walker. GMCW will not be able to assume the role of Walk Captains as requested. Resnick will appoint someone from the chorus to coordinate our involvement in the walk.

Meeting adjourned at 9:52 p.m.

**Next Meeting:** Friday, September 20, 1991, 7:30 p.m.  
Holiday Inn Crowne Plaza, Metro Center  
Board Room

*Richard A. Dorr*  
Submitted by: Richard A. Dorr  
FCPAA Secretary  
August 24, 1991